

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING  
ROOM 113  
THURSDAY, JULY 21, 2005  
12:00 P.M.**

Commissioners Present: Larry Hudkins, Chair  
Bernie Heier  
Ray Stevens

Commissioners Absent: Bob Workman  
Deb Schorr, Vice Chair

Others Present: Kerry Eagan, Chief Administrative Officer  
Gwen Thorpe, Deputy Chief Administrative Officer  
Trish Owen, Chief Deputy County Clerk/Pension  
Review Committee  
Curt Morrow, Nationwide Retirement  
Chad Christensen, Nationwide Retirement  
Aaron Adkins, Nationwide Retirement  
Doug Cyr, Pension Review Committee  
Dave Kroeker, Pension Review Committee  
Terry Adams, Pension Review Committee  
Tim Genuchi, Pension Review Committee  
Greg Meyer, Pension Review Committee

The Chair opened the meeting at 12:00 p.m.

**AGENDA ITEM**

**1 APPROVAL OF THE STAFF MEETING MINUTES OF TUESDAY, JULY 20, 2005**

**MOTION:** Stevens moved and Heier seconded approval of the Staff Meeting minutes dated July 20, 2005. Heier, Stevens and Hudkins voted aye. Motion carried.

## 2 ADDITIONS TO THE AGENDA

- A. Attendance of Mike Thurber, Corrections Director, to attend the National Institute of Corrections training program, "Evidence Based Practice". (Exhibit A)

**MOTION:** Heier moved and Stevens seconded approval of the addition to the agenda. Stevens, Heier, and Hudkins voted aye. Motion carried.

**MOTION:** Heier moved and Stevens seconded to approve attendance by Mike Thurber, Corrections Director, to attend the National Institute of Corrections training program, "Evidence Based Practice". Stevens, Heier and Hudkins voted aye. Motion carried.

## 3 LANCASTER COUNTY EMPLOYEES PENSION PLAN INVESTMENT REVIEW - Curt Morrow, Nationwide Retirement, Aaron Adkins, Nationwide Retirement, Chad Christensen, Nationwide Retirement

Curt Morrow, Nationwide Retirement Solutions Investment Service Manager presented the June 30<sup>th</sup>, 2005 Lancaster County Investment Performance Report (Exhibit B).

Morrow highlighted several sections of the report, indicating the objectives of the investment review were to:

1. Identify deficiencies in the asset class categories offered and add funds that meet selection criteria.
2. Identify funds that under perform their benchmarks and peer group universe.
3. Remove funds that fail the evaluation or where there are duplicate funds from the same categories.
4. Map funds being removed to other funds that currently meet the selection criteria.

Morrow stated that currently one quarter of all participants in the retirement plan are now in Destination Funds, with one half of all new enrollments choosing the Destination Funds investment option.

Morrow indicated that as a result of the investment review the following changes were recommended to Lancaster County:

- Add to the investment array, **Dreyfus Premier Small Cap Value Fund (Class A)**
- Close and remove from the investment array, **Franklin Balance Sheet Fund (Class A)** due to style drift, and map current participant assets and deferrals into the **Dreyfus Premier Small Cap Value Fund (Class A)**
- Place the following five funds on a one year 'watch list':

**Dreyfus Premier Small Cap Value Fund (Class A)**, due to manager change.

**JP Morgan Diversified Mid Cap Growth Fund (Class A)**, due to ownership change and manager change.

**AIM Mid Cap Core Equity Fund (Class A)**, due to performance.

**Dreyfus Appreciation Fund Inc.**, due to performance.

**Neuberger Berman High Income Fund (Inv. Class)**, due to performance.

General discussion was held by the Board and Pension Review Committee members regarding how the fixed account rate of return was determined, the possibility of utilizing revenue sharing monies to boost the rate of return in the fixed account and the importance of post-retirement investment advice.

**MOTION:** Stevens moved and Heier seconded to have the Lancaster County Pension Review Committee review the proposed changes forwarded by Nationwide Retirement Solutions and make a recommendation back to the County Board. Heier, Stevens, and Hudkins voted aye. Motion carried.

**4 ADJOURNMENT**

**MOTION:** Heier moved and Stevens seconded to adjourn the meeting at 1:05 p.m. Heier, Stevens and Hudkins voted aye. Motion carried.

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Bruce Medcalf  
Lancaster County Clerk

**STAFF MEETING MINUTES  
LANCASTER COUNTY BOARD OF COMMISSIONERS  
COUNTY-CITY BUILDING, ROOM 113  
THURSDAY, JULY 21, 2005  
2:00 P.M.**

Commissioners Present: Larry Hudkins, Chair  
Deb Schorr, Vice Chair  
Bernie Heier  
Ray Stevens

Commissioners Absent: Bob Workman

Others Present: Kerry Eagan, Chief Administrative Officer  
Gwen Thorpe, Deputy Chief Administrative Officer  
Dave Kroeker, Budget & Fiscal Officer  
Trish Owen, Chief Deputy County Clerk  
Melissa Koci, County Clerk's Office

The Chair reconvened the meeting at 2:19 p.m. for a budget work session.

**4 BUDGET WORK SESSION - Dave Kroeker, Budget & Fiscal Officer**

Present were Renee Dozier, Families First and Foremost Director, and Jessica Pendleton, Director of Finance.

Dozier distributed documentation regarding Families First and Foremost's budget (Exhibit A). Dozier indicated they are \$201,798.36 under their budget and would like to allocate those funds to different categories. She said they would add an extra \$50,000 to Lancaster County for Administrative, Accounting and Legal Services.

Pendleton noted they would add an additional \$25,000 to the contracted services categories Faces of the Middle East, Family Services and the Hispanic Center and they would add \$25,000 to other contracted services, which would include having two additional events, some billboards and other items. She said the total would be \$115,000 with \$85,000 left over to spend on the kids for items such as books, school supplies, travel and educational needs.

Scott Holmes, Manager, Environmental Public Health, appeared and distributed an email and a letter from Bruce Dart regarding the funds received for the ADM (Archer Daniels Midland) Settlement (Exhibits B & C). He indicated the Health Department received a check in the amount of \$61,000 a couple months ago from the ADM Settlement and requested an Attorney's opinion regarding what to do with the money. He indicated he did not receive an answer so they went ahead and deposited the check into an account that is collecting interest, but the money has not been spent. Holmes indicated there are two different ways they would like to spend the money if they were able to:

1. \$25,000 to \$40,000 on a contract for the development of integrated data management and air quality modeling software.
2. \$20,000 to \$25,000 to buy a new continuous particulate matter air monitor.

The Board liked number two, but did not agree with number one at this time. They also believed that a portion of the money should go to the City Attorney and County Attorney for their work on the opinion.

Dave Kroeker, Budget & Fiscal Officer, appeared and distributed documentation regarding the latest changes to the budget (Exhibits D, E, F & G) and noted the following changes:

- Reduced Extension Service (645) by \$1,800
- Reduced County Attorney's (652) Coroner fees by \$60,000
- Reduced Corrections (671) by \$50,000
- Reduced Emergency Management (693) by \$290
- Reduce Budget & Fiscal Officer (611) by \$5,439

Kroeker indicated the \$30,000 ADM Settlement that was added in will be taken out and the GIS Enterprise Manager would be reduced to \$15,000 per year.

Schorr noted she would speak with Families First and Foremost to see if she could get another \$20,000 from them and Heier said he would speak with Judge Flowers about the number of parking stalls they will be allotted and a budgetary reduction of \$10,000.

The Board agreed with the tentative budget increase of .28313 if the monies are received from F<sup>3</sup>.

The Board agreed not to meet on July 22, 2005.

## ADJOURNMENT

**MOTION:** Heier moved and Schorr seconded to adjourn the staff meeting at 3:40 p.m. Heier, Hudkins, Schorr and Stevens voted aye. Motion carried.

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Bruce Medcalf  
Lancaster County Clerk